



MONTANA STATE HOSPITAL POLICY AND PROCEDURE

NONDISCRIMINATION POLICY

Effective Date: June 4, 2004

Policy #: ADM-06

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- I. PURPOSE:** To provide a statement regarding nondiscrimination and a procedure for providing notice to patients, families, and visitors concerning hospital practices and complaint procedures.
- II. POLICY:** Montana State Hospital does not exclude, deny benefits to, or otherwise discriminate against any person on the basis of race, color, or national origin, or on the basis of disability or age in admission to, participation in, or receipt of the services and benefits of any of its programs and activities or in employment therein, whether carried out by Montana State Hospital directly or through a contractor or any other entity with whom Montana State Hospital arranges to carry out its programs and activities.

This statement is in accordance with the provisions of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Regulations of the U.S. Department of Health and Human Services issued pursuant to the Acts, Title 45 Code of Federal Regulations Part 80, 84, and 91. (Other Federal Laws and Regulations provide similar protection against discrimination on the grounds of sex and creed).

Inquiries about this policy, or complaints alleging violations of the above, should be directed to:

Connie Worl
Director of Quality Improvement
Montana State Hospital
300 Garnet Way
Warm Springs, Montana 59756
Phone: 406-693-7052
Fax: 406-693-7069
Email: cworl@state.mt.us

Complaints or concerns may also be directed to the following:

Montana Department of Public Health and Human Services – 406-444-5622
Montana Citizen's Advocate Office – 800-332-2272
Mental Disabilities Board of Visitors – 406-444-3955
Montana Advocacy Program – 800-245-4743
Montana Human Rights Bureau – 406-444-2884

III. DEFINITIONS: None

IV. RESPONSIBILITIES:

Director, Quality Improvement – Serve as the Hospital’s “Section 504 Coordinator” and investigate complaints concerning discrimination and violations of federal nondiscrimination laws and regulations. Monitor Hospital policies and procedures to prevent violations or concerns from arising.

V. PROCEDURE:

- A. The Hospital will post the following Notice of Nondiscrimination in the Reception area, Admissions area, all Patient Treatment Units, and the Human Resources Office:

Montana State Hospital does not discriminate against any person on the basis of race, color, national origin, disability, or age in admission, treatment, or participation in its programs, services and activities, or in employment. For information about this policy contact:

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Director of Quality Improvement
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- B. Montana State Hospital will make every effort to provide appropriate interpretive services for persons who are Non-English speaking or hearing or sensory impaired.
- C. Nursing, psychiatric, medical, and social work assessment procedures will seek to identify any sensory or speech impairments or language barriers that affect a person’s abilities to communicate with others or understand important information.
- D. The Director of Quality Improvement will be the Hospital’s “Section 504 Coordinator” and will investigate complaints alleging discrimination and monitor Hospital procedures and practices.
- E. Nothing in this policy prohibits patients, families, employees, or others from filing complaints with other agencies having responsibility and authority for investigating allegations of discrimination or violations of patient rights.

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- _____/_____/_____
Ed Amberg Date
Hospital Administrator

_____/_____/_____
 Connie Worl Date
 Director, Quality Improvement